



MEETING MINUTES

Chief's Advisory Committee (Virtual)

Thursday, February 25, 2021

Welcome to Committee by Chief Páez

Chief Páez welcomed the committee. Thanked all for coming together again today. He turned the meeting over to Chair and Co-Chair Judge Maynard and Ms. Ajmeri Hoque.

Dwayne Maynard welcomed all to the meeting. Thanks to all attending the virtual meeting, special thanks to Ajmeri for coordinating the agenda, Chief for being accessible between meetings and to Rebecca and Becky for their behind the scenes efforts coordinating the meeting.

Committee members present: W. Dwayne Maynard, Ajmeri Hoque, Cameron Justice, Susan Ortega, Imran Malik, Isao Shoji, Sri Gaddam; Police Department members present: Chief Justin Páez, Lt. Nick Tabernik, Lt. Greg Lattanzi, Director Jay Somerville, PIO Rebecca Myers, Officer Amber McCloskey, Corporal Devin Howard; Guest: Charles Collier, Dublin City Schools
Minutes by: Becky Metcalf

Committee Business

- **Attendance**

Chief called roll for the meeting:
Judge Dwayne Maynard - present
Ajmeri Hoque – present
Sri Gaddam – present
Cameron Justice – present
Susan Ortega – present
Imran Malik – present
Cortney Ingram – present
Isao Shoji – present
Stella Villalba – present
Yanling Yin – not present

- **Review/Amend/Adopt Last Meeting's Minutes**

Dwayne Maynard previously posted amended meeting minutes for review by the committee. He asked if anyone would like additional time to review the minutes. No additional time was requested from the committee members. Dwayne Maynard asked for a motion to accept or adopt the minutes from January 2021 as they have been amended. Ajmeri Hoque moved to adopt the minutes from January 2021 as they have been amended. Isao Shoji seconded. Dwayne Maynard asked that all in favor of accepting the January 2021 minutes as amended signify by stating "I"; all responses were in favor. Dwayne Maynard asked if anyone opposed; no responses were received. Meeting minutes adopted from the January 2021 as amended.

Old Business

Dwayne Maynard asked Rebecca Myers if there was any old business to address. Rebecca advised that in the previous meeting it was mentioned that there needed to be a discussion about meeting availability. Dwayne Maynard confirmed that the issue was raised as to what protocol should be followed should there be events like what occurred January 6, 2021, which fall between scheduled meetings, to promptly bring the committee together to discuss those events rather than waiting until the next meeting.

Chief Páez advised that he and Director Somerville had done some research and made inquiry, through the clerk's office, as to what stipulations would have to be met in order to call an impromptu meeting. Director Somerville also researched Ohio Public Records Law regarding public meetings.

Director Somerville shared the following: The Ohio Revised Code requires every public body to adopt a regular process to provide adequate announcement of any public meetings offering the ability for any member of the public to join that meeting. The committee would need to come up with that process as it is not described within the code. The code also describes particular types of meetings. There is a special meeting, which is a meeting of the committee to discuss any topics outside what would be a normal cadence for holding the regular meetings. This requires a general notice, but does add the additional burden that if this body has been notified by a member of the news media that they want to be specifically notified about the meetings, we are required to provide a reasonable notice for them to attend. Another option relates to the calling of an emergency meeting. Unless it is impractical, the requirement is to provide 24-hour's notice to the public. An emergency meeting is described as one where an immediate decision must be made for the betterment of the public body. However, because this group does not essentially pass legislation, create emergency decisions or declarations, this may not apply; he will follow-up and verify with Dublin's legal team. Any other meeting outside of the regularly scheduled meeting would be considered a special meeting. Again, Dublin's legal team was asked to review how we currently handle these special meetings with other public bodies within the City of Dublin both in timeframe and what is a generally accepted practice on how we announce those meetings. He will confirm all with legal and present their legal opinion at the next meeting.

Dwayne Maynard thanked Director Somerville for the information. He offered the opportunity for both Imran Malik and Sri Gaddam to ask questions and confirmed that they were okay with a potential solution being presented at the next meeting.

Imran Malik advised that the information was very informative. He understands that the committee does not pass policy or legislation and would not need to meet as an emergency body. He suggests considering the first option where perhaps the chair and co-chair could circulate necessary information through the Chief's office via email to pass along to the committee members.

Dwayne Maynard advised that it would likely be an email notice and they would work with Chief and Rebecca on disseminating that information to be in compliance. For any discussion amongst themselves the CAC has established an appropriate community partner email thread through which leadership will try to be responsive to any issues that may arise. He asked Sri Gaddam if he had any questions or anything to add.

Sri Gaddam advised that he agrees with both he and Imran, that email discussions would be the best way to communicate due to time commitments and difficulty bringing everyone together in an emergent situation; if after the email communication they still feel like they need to meet the decision can be made at that point.

Dwayne Maynard asked for any other thoughts or input. No additional input was received.

Chief's Update to Committee

Chief Páez invited Charles "Chuck" Collier, the Coordinator of Safety and Security for Dublin City Schools, to the meeting. This provided a good opportunity to introduce Chuck to the committee, as he is a valuable resource and point of connectivity to the school system and our school resource officer program.

Chuck Collier introduced himself to the group. He currently works with Dublin City Schools and retired as a police officer from the Dublin Police Department in November 2019. Immediately thereafter, he began his employment with the school district. One facet of his role is to liaison with the School Resource Officers to ensure a solid partnership between the schools and the Dublin Police Department. He advised that he is open to receiving comments, information from community, administration, students, etc., on the good work an SRO is doing or any criticisms they may have. Dublin Schools has a good partnership with the Dublin Police Department. He spent the last five years of his career as the SRO at Dublin Jerome High School. He commented that once you get the right person in there, they can do a lot of good and stressed the importance of selecting and grooming the right people for those roles as a community, school district and a police department. He further described some facets of the program and one of their larger roles as informal counselor; the kids see the SROs on a daily basis and see them as that trusted adult.

Dwayne Maynard appreciated him being part of the meeting and invited him to stay for further discussion later in the meeting.

Chief Páez continued his update to the committee. The Community Task Force (CTF) and Chief's Advisory Committee (CAC) were both enacted through council's Ord. 41.20 in August 2020 with specific requirements on reporting. The CTF's goal is to have a comprehensive report with recommendations returned to council by the end of their first year (August 2021). They have formulated some sub-committees and have had discussions. In their most recent meeting, the City Manager presented some research and provided a template plan that may serve as a guide or for their consideration to assist in formulating their comprehensive report to council in August. That same plan, from Beaverton, Oregon, was shared with this group; it is The Diversity, Equity and Inclusion Plan, 2019 update. The CTF at their last meeting decided to adopt some portions of that plan. Public Safety is part of that plan and instead of creating a separate sub-committee, they wanted to partner with the CAC to develop that portion of the plan. Chief Páez and the City Manager discussed and he is supportive of that concept but he wanted to bring the information back to this committee for consideration.

Isao Shoji advised that Chief Páez had summarized the discussion held by the CTF very well. Isao felt that the public safety part of the CTF comprehensive plan seemed like a natural fit for the CAC to handle. His only concern was in regards to the timeline due to different mandates and different schedules of the CTF and CAC. He felt it was important the CAC understand and be aware of the CTF's timeline in order to provide the bullet points in the area of public safety for

the CTF's comprehensive plan. He is in favor of the committee providing the information but wanted to have the discussion with the group.

Chief Páez agreed this is a great point of emphasis. The CTF and the CAC were enacted at the same time but the CTF, as part of their recommendation, is operating within a one-year timeline. The CAC's intention is to be more of a perpetual standing committee in partnership with the police department. Regarding the report to council from this group, his intention would be to provide an update report to council in April in alignment with the CTF. The police department will work with Dwayne Maynard and Ajmeri Hoque to put together a report from the CAC to accompany the report from the CTF in April.

Dwayne Maynard added that Isao suggested that there be some type of meeting or dialogue amongst the committee chairpersons of the CTF and CAC (should also include Isao Shoji and Chief Páez), that has not yet occurred but should occur prior to their meeting in March.

Ajmeri Hoque advised she and Chief Páez had a discussion and clarified some issues. The CAC will not be a sub-committee under the task force, but will remain a separate committee with a separate agenda, taking on public safety issues. She advised that there needs to be more discussion and clarification with the City Manager and chairs of the CTF before a full discussion by the CAC.

Dwayne Maynard advised that his only concern with the CTF's timeline is that the CAC tends to meet after the CTF. His understanding is that the update would be a written update not a presentation to council.

Chief Páez confirmed it would be more of a report and would not require attendance by the entire committee but may require the chairs of the CTF to attend but not the chairs of the CAC. The separate report that comes from the advisory committee may require the chair and vice chair to attend or may just need to be an update for council to review. We would just need to reconcile our report with that submitted by the CTF so they are presented to council at the same time.

Dwayne Maynard asked for any input from anyone else in the group.

Imran Malik shared his thoughts, asked if we should have some sub-committees and specific goals the Chief wants the committee to accomplish. Public safety is a big spectrum, they could sub-categorize and each take different parts and report back to the chairs and chief.

Chief advised that one lesson learned from the CTF about subcommittees is making sure they are accessible to the public; they have to be treated as public meetings themselves. There have been some complications staffing and pulling people together for additional meetings. We have navigated how to have communication as an advisory committee outside of regular meeting times with a single point of contact via email through Ms. Metcalf as point of record. This is perhaps a more plausible option for gathering and sharing information.

Isao Shoji added, if clearly defined CAC subcommittees could be beneficial, but he was not sure this would be the most prudent use of the CAC members' time.

Sri Gaddam commented that if you can't make decisions you cannot make much progress. He feels the emails would be the most beneficial way to work through as a group; then consider and discuss at the next meeting.

Dwayne Maynard agrees with that point. He also noted that there are five areas identified in the Beaverton Plan and the committee is already heavy into one of them, which is community engagement. The CAC may not get to all five topics by April, but may be able to identify two or three as the main topics and then those would be the strategic bullet points that become the focus of our work.

Chief Páez advised the framework for the CTF plan is intended to be broad and projected goals as opposed to those specific conversations we have had with the advisory committee. The police department will assist and facilitate the request from the CAC but also stay focused on those conversations that are pertinent and important for this advisory committee as well.

New Business

Dwayne Maynard followed up on the SRO and CLO programs which might lead to additional dialogue, final discussion and recommendations for those programs. He asked Cameron Justice to lead the next portion of the discussion.

Cameron Justice shared information from his research about evaluations of SRO programs. He shared an article from the Center for Schools and Communities on School Resource Officer Evaluation, Phase One. His hope is that if we implement something similar, the data backs up everything Chuck is saying and all the SROs have said in regards to the Dublin SRO Program. There were 24 schools and departments that were researched, with overwhelming support from school administration of the SRO Program. Some of the schools that lost funding for their SRO programs were so committed that they funded the program through other means. Three research questions that they looked at that he feels are pertinent to the advisory committee's discussion are: 1) what are the core components for successful SRO programs; 2) what SRO functions do parents, teachers and students perceive most positively; and 3) does the SRO meet the expectations of the community; he emphasized more for the CAC discussion, does the SRO meet the expectations of students. The article identified five best practices: 1) select officers that have experience and want to work with students (i.e., officers who volunteer); 2) identify SROs with a genuine belief in commitment to the value of school-police partnerships; 3) select officers with significant experience and knowledge about community policing and juvenile law; 4) select individuals who are native to the area, attended the school system, or are related to someone from the area/ and or familiar with the community; and 5) provide essential SRO training. The largest room for improvement that was observed is transparency. He recommends taking evaluations from parents and students. Specifically, students are the population the SROs are serving and it is important to have their opinions in the forefront. He asked the group if anyone had any other thoughts to share.

Ajmeri Hoque complimented Cameron on his presentation.

Cortney Ingram as well, thanked him for his research and work, she feels good about the partnership the schools have with the SROs.

Chuck Collier advised he thinks we are one of the few departments and programs that go out to elementary schools. They go out at least once a week. Their focus is on normalizing what a police officer is to the children in the schools.

Dwayne Maynard advised from the last meeting that Ajmeri interjected that the SRO should be a safe space for students, that is some terminology he would like the department to adopt. He asked Chuck Collier to use this terminology in conversations he may have within the schools. The belief amongst the advisory committee is that the SROs can serve, if they don't already, as a safe space for the students.

Chuck Collier stated that there are current SROs that have had opportunities to serve students in that manner.

Dwayne Maynard thinks it is important to have SROs function in that manner. He asked Susan Ortega to revisit her previous thoughts about interaction and input from students, teachers, parents, and administrators on the role and issues surrounding SROs.

Susan Ortega advised the importance of getting feedback from people is time. Tapping into those preexisting times where parents are registering students, orientations, teacher conferences, looking at those things that already exist, where you can capture those audiences is a great opportunity to present those surveys; keeping in mind that we would have to have prior discussion with the district. The other piece is frequency, it is important to not just have it be a one and done, it is important to keep the conversation going. Also, being mindful about getting good solid representation across the board and capture the good things that are happening and ways we could be better.

Chuck Collier talked about surveys the school system conducts usually every couple of years. The survey was be called the PAWS survey now it is called the OHYES. It does not specifically ask about the SRO program but does ask the student if they feel safe in school, and overwhelming their students feel safe in school.

Ajmeri Hoque offered a cautionary note that surveys tend to favor the majority. Panels may be a good idea, when we talk to the schools; we need to figure out a better way to get honest reaction from the kids.

Susan Ortega agreed. She asked if anyone had any other ideas or research supporting other ways to get adequate information that would be helpful for them to offer suggestions.

Ajmeri Hoque advised there are companies that do focus on how to get how to get honest reactions without surveys. She advised she would forward that information on to the Chief and committee.

Stella Villalba wanted to clarify they would be gathering the voices of students from K through 12, since there are SROs that visit the elementary schools. In the past, only middle school and high school students were included in the surveys so elementary students should be included as well.

Dwayne Maynard asked Cameron Justice if that is the recommendation he is making.

Cameron Justice advised the research he looked at was just middle and high school but he does not think tailoring an evaluation tool towards elementary is impossible. He asked Chuck Collier what the SROs level of contact is at the elementary school level.

Chuck Collier advised the SROs typically go to the elementary schools during lunchtime so they are visible to all in the lower grades. The classroom visits are typically 3rd thru 5th as they have more awareness of who the person (SRO) is in front of them.

Cameron Justice advised that makes sense and would be easier to create an evaluation tool for them.

Sri Gaddam asked if there is any in-person feedback or interview in addition to the online surveys.

Chuck Collier advised that Sgt. Rice does solicit feedback from administrators, office staff, as well as talking to individuals, to get feedback for the SRO's evaluation.

Dwayne Maynard asked Imran about his desire for committee members to have the opportunity to participate in DEI training that the SROs would go through and discuss while Chuck Collier was in the meeting.

Imran Malik advised this might provide an opportunity to observe and possibly provide recommendations from the perspective of the advisory committee to the department.

Dwayne Maynard talked about a timeline, he thinks however, the information is collected it would be great to have at the beginning of school year and then again at the end of the school year; the use June and July to do some education/training based on the information and data gathered. That would help shape how SROs function going into the next academic year. He thanked all for their input and asked if anyone had anything to add. He also asked Cameron Justice, whatever the recommendations are, if they can be captured to serve as a blueprint for the SRO scenario.

Cameron Justice advised he had some things already compiled for further discussion in the future.

Chuck Collier thanked the committee for allowing him the opportunity to attend the meeting. His contact information is available for anyone who has additional questions, comments or concerns. He then left the meeting.

Chief Páez thanked Cameron for coming up with and coordinating the information and providing a framework for the discussion.

Response to Resistance (Use of Force) Presentation

Lieutenant Greg Lattanzi gave a presentation on the department's response to resistance. 1% or 15 incidents out of 16,150 citizen-initiated calls for service resulted in a response to resistance or subject control. Arrests: 2.8% or 15 out of 533 total arrests resulted in response to resistance or 15 out of 533. The presentation included the following:

- Dublin Police policy overview
- Incident review process
- Annual department analysis

- Expectations for officer response

(For full presentation go to: <https://dublinohiousa.gov/boards-commissions/chiefs-advisory-committee> meeting from 2/25/2021)

Ajmeri Hoque thanked Lt. Lattanzi for the presentation. She advised she had many questions but wants him to be able to complete his presentation and wants to give time to discuss. She asked the group if all were okay to pause the discussion on this now due to time so they can have a full and complete discussion that the topic deserves at the next meeting. There was no disagreement from the committee.

Dwayne Maynard advised we will get to those things that are identified and important to the committee. Those include: Body Worn Camera policies, Response to Civil Disturbance policy and procedures, and Police Department Culture.

Imran Malik had brief question; would like to get data from 2018 and 2019 included in the slide or available for the next presentation.

Lt. Lattanzi and Chief Páez advised yes, the information is analyzed every year so it can be provided.

Black History Month Presentation

Chair Dwayne Maynard, Chief Justin Páez and Rebecca Myers shared a presentation for Black History Month. (For full presentation go to: <https://dublinohiousa.gov/boards-commissions/chiefs-advisory-committee/> meeting from 2/25/2021)

Chief Páez thanked Dwayne Maynard and the committee for allowing us the opportunity to share the presentation and our department members' stories as part of our recognition.

Dwayne Maynard thanked the department and other committee members for making him feel comfortable attempting to engage in bridge building. He is open for other events that are culturally and/or ethnically based. He would like to utilize this forum to educate all as to differences and things that make us all part of this community we are trying to build. A community that embraces equity, diversity and certainly inclusion.

Public Commentary

Rebecca Myers advised there was no public commentary for this meeting.

Recommendations for Future CAC Conversations

Dwayne Maynard asked the committee if anyone wanted to speak on a potential meeting of the CAC prior to the CTF meeting on 3/16. He felt that a meeting between the chairs and vice chairs is more important than another meeting of the CAC prior to that meeting. He does not feel pressed have another meeting prior to the 16th of March.

Ajmeri Hoque suggested the committee should consider a specific day or date to schedule the meetings each month. That would aid public engagement involvement and ease the committee in scheduling.

Imran Malik advised next month is Spring Break 3/29 thru 4/2.

Chief Páez advised that Mondays and Tuesdays meetings of city council and other meetings tend to stack up; Thursdays seem to work well on our end. We can potentially plug in the third Thursday of each month for future meetings. This may aid in receiving feedback from community members since they would be aware of when the next meeting will be held.

Ajmeri Hoque advised maybe not scheduling the 24th or 25th of March with spring break.

Dwayne Maynard suggested the third week, which would be the 3/18 or 3/25 for next meeting, focusing on the 18th. Rebecca and Becky will confirm. All committee members agreed by raising their hand. He asked if there was anything else for the good of the order. The committee had nothing additional. He entertained a motion to adjourn the meeting for 2/21. Ajmeri Hoque moved to adjourn and Sri Gaddam seconded the motion. With a proper motion and second and no additional discussion or objection, the meeting was adjourned. All were in favor and stated "I".

Meeting adjourned 7:52 PM

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